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CHAPTER 16**RESERVE ALLOWANCES****1601 BASIC ALLOWANCE FOR SUBSISTENCE****160101. Standard (Monthly) Basic Allowance For Subsistence For Enlisted Members**

A. Reference. “DoDFMR” Vol 7A, Chapter 25, and MCO P1080.40

B. Background. Effective January 1, 2002, reserve enlisted members assigned to active duty less than 30 days are entitled to a monthly BAS rate. When a COMPL ACDUTRA (TTC 801) is reported and processed, monthly BAS will be automatically credited. Refer to Chapter 2 of this manual for additional information concerning monthly BAS.

C. Members Assigned Essential Station Messing (ESM). Members who are being subsisted-in-kind (issued a meal card) are entitled to the monthly BAS rate, but will be in an ESM status. Enlisted members assigned to ESM will be charged for all meals made available (whether eaten or not) at the discounted meal rate (DMR). Thus, the member will receive the net difference between the monthly BAS rate and the DMR charges. To check a reserve member the DMR, report CHEK FIELD RATIONS (TTC 375/000) after COMPL ACDUTRA (TTC 801) has been reported and processed.

160102. Subsistence For Enlisted Members On Active Duty Without Pay

A. Reference. “DoDFMR”, Vol. 7A, Chapter 57, paragraph 570501.b.

B. Substantiation. Unit diary; original orders.

*C. Commanding Officer’s Action. Report a diary entry crediting completion of ACDUTRA for retirement points (TTC 806). Prepare a NAVMC 11116: Miscellaneous Military Pay Order stating the time(s) and date(s) to credit member's basic allowance for subsistence (BAS). Forward the NAVMC 11116 to the MOBCOM Finance Officer, Reserve Pay.

*D. MOBCOM Finance Officer, Reserve Pay Action. Upon receipt of the substantiating documents, determine the amount of the entitlement and report the credit with TTC 694, SEQ 002 using a tax code of '4' (see appendix F, Table C).

160103. Enlisted Supplemental BAS

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A. Reference. “DoDFMR”, Vol. 7A, Chapter 25, paragraphs 250102.g and 250408.

B. Substantiation. DD Form 1475: Basic Allowance for Subsistence – Certification, (available on the internet at: http://www.dior.whs.mil/icdhome/forminfo/WWWINFO_1Page510.htm; diary reporting the completion of active duty.

C. Commanding Officer’s Action. Prepare a DD Form 1475 and a diary reporting the completion of active duty.

D. MOBCOM Finance Officer, Reserve Pay Action. Upon receipt of the DD Form 1475:

1. Verify the active duty period and the authorization of basic allowance for subsistence and determine the amount of the entitlement.

2. Report the credit with TTC 581, SEQ 00__, as appropriate, (see appendix F).

160104. Officer And Enlisted Members Furnished Field Rations

A. Reference. “DoDFMR”, Vol. 7A, Chapter 25, table 25-1, rule 5; and MCO 10110.33.

B. General. Officers and enlisted members on active duty and receiving any type of BAS will pay for field rations issued by unit diary checkage. Refer to MCO P1080.40, Chapter 8.

C. Substantiation. Unit diary.

160105. Officer Without Dependents Participating In International Sports Event

A. Reference. “DoDFMR”, Vol. 7A, Chapter 25, table 25-1, rules 8 and 9.

B. General. When an officer with dependents is training for, attending, or participating in Pan-American games, Olympic games, or other specifically authorized sports competition and subsisted during the period by the sponsoring agency, the member is entitled to BAS. An officer without dependents is not entitled to BAS.

C. Substantiation. NAVMC 11116: Miscellaneous Military Pay Order, (available on the internet by entering NAVMC 11116 in the search field at: [http://www.hqmc.usmc.mil/ar/mcefs.nsf/f533bf8b74021a9f852562370040c76f/\\$searchForm?SearchView](http://www.hqmc.usmc.mil/ar/mcefs.nsf/f533bf8b74021a9f852562370040c76f/$searchForm?SearchView)) and diary reporting the completion of active duty.

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*D. Commanding Officer's Action. Prepare a NAVMC 11116 and diary entry reporting the completion of active duty.

*E. MOBCOM Finance Officer, Reserve Pay Action. Upon receipt of the NAVMC 11116:

1. Verify the active duty period and determine the amount of the deduction.
2. Report the checkage with TTC 694, SEQ 003 (see appendix F, Table C).

160106. Officers and Enlisted Subsisted In A Military Hospital

A. Reference. "DoDFMR", Vol. 7A, Chapter 25, table 25-1, rule 4.

B. General. When an enlisted member or an officer is hospitalized, collection will be made for meals furnished. Cash reimbursement will always be made for reserve officers on active duty of less than 30 days. Reimbursement by checkage of pay will be made only for officers who are casualties or mentally incapacitated upon admission to a naval hospital or who die or become mentally incapacitated during the period of hospitalization. Checkage is accomplished by a pay adjustment authorization (DD Form 139).

C. Substantiation. DD Form 139: Pay Adjustment Authorization.

D. Commanding Officer's Action. Forward the PAA to the DFAS-PMMS/KC, Military Pay Division, Kansas City, MO 64197-0001, for the checkage input.

E. DFAS-PMMS/KC Action. Upon receipt of the PAA, report the checkage using the following TTC.

TTC 585/000 (For DFAS-KC-PMMS/KC input only)

CHEK|HOSP RATS-\$ (1) . (2) (3) | (4)

- (1) Dollar amount of checkage
- (2) Branch of service hospital code (A=Army, F=Air Force, N=Navy, P=Public Health, and V=Veterans' Administration)
- (3) Six-digit hospital UIC or accountable activity number
- (4) Eight-digit date of request for checkage

1. The six-digit hospital UIC codes are contained in the NavCompt Manual, volume 2.

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2. Endorse a copy of the DD Form 139 and return it to the requesting authority.

160107. Officer Checkage For Meals Provided But Not Paid For During Inactive Duty Training (IDT)

A. Reference. Issue and Sale of Meals to Selected Marine Corps Reserve Unit Personnel (MCO 10110R.1T) and HQMC Washington, DC 190135Z Jun 89.

*B. Substantiation. NAVMC 11116: Miscellaneous Military Pay Order.

*C. Commanding Officer's Action. Prepare a NAVMC 11116, except use the following statement in ITEM 8 "OTHER":

X	8	OTHER	CHECK MEMBER'S PAY FOR \$16.43 FOR MEALS PROVIDED BUT NOT PAID FOR DURING DRILL WEEKEND NOVEMBER 7 AND 8, YYYY.
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*D. MOBCOM Finance Officer, Reserve Pay Action. Upon receipt of the NAVMC 11116:

1. Verify the IDT dates.
2. Report the checkage with TTC 694, SEQ 003 (see appendix F).

160108. Family Subsistence Supplemental Allowance (FSSA)

A. Reference. Department of Defense Financial Management Regulation, Chapter 25, MCO 1080.40 (MCTFSPRIM), and Department of Defense Instruction and Department of Defense Instructions (DoDI).

*B. Substantiation. NAVMC 11116: Miscellaneous Military Pay Order.

C. General. Family Separation Allowance (FSSA), was established May 1, 2001, and will terminate September 30, 2006. The purpose of FSSA is to supplement a member's BAS (officer and enlisted) to remove a member's household from eligibility under the U.S. Department of Agriculture's (USDA) Food Stamp Program. FSSA is a monthly entitlement (not to exceed \$500) and is paid in whole dollars equal to the amount required to bring a member's household income equal to 130 percent of the Federal Poverty Line. If a member is eligible for FSSA for less than a full month, payment is to be prorated for the number of days eligibility during the month at a rate of 1/30th of one

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month's FSSA per eligible day served. If an FSSA eligible member is receiving food stamps, the amount of the FSSA entitlement will be equal to the calculated FSSA or the food stamp allotment, whichever is higher, not to exceed \$500. The Department of Defense Instructions (DoDI) provides the eligibility criteria and what is considered military income for both active duty and reserve component members. The DoDI is available on Marine Online at <HTTPS://WWW.MOL.USMC.MIL>. A reserve member must apply for FSSA prior to the conclusion of any period of active duty. The starting date of the entitlement period is the first day of active duty. Events that require a recertification for active duty members also applies to reserve members (refer to Chapter 2 of this manual).

D. Military Income. A reserve member's household income is computed by adding the member's military income received while on active duty to any other household income that is received during the same calendar month that the member is on active duty. The FSSA entitlement is based on the month during which most active duty days were performed if the active duty spans more than one month. Reserve members will then be entitled to 1/30th of the one month's FSSA for each day of duty performed for periods of active duty of less than a full month.

E. Commanding Officer's Action. If a member is entitled to FSSA, submit a NAVMC 11200: Reserve Miscellaneous Military Pay Order with a copy of the FSSA application to the MOBCOM Finance Officer, Reserve Pay.

F. MOBCOM Finance Officer, Reserve Pay Action. Upon receipt of the substantiating documents, verify the entitlement calculation and credit the member's account reporting TTC 694, SEQ 003 (see appendix F).

1602 BASIC ALLOWANCE FOR HOUSING

160201. Members With Dependents On Active Duty With Pay

A. Reference. "DoDFMR", Vol. 7A, Chapter 57, paragraph 570502; MCO P1751.3.

B. General. Reserve members on active duty training with pay are entitled to BAH under the terms and conditions of the "DoDFMR", Vol. 7A, Chapter 26.

C. Substantiation. Unit diary entry.

D. Commanding Officer's Action. Prepare a diary entry reporting the completion of active duty.

160202. Payment of BAH to a Member's Dependents (Corporals Under 4 Years Service And Below) Member In A Nonpay Status

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A. Reference. “DoDFMR”, Vol. 7A, chapter 26, paragraph 260501; MCO P1751.3.

B. General. A member in pay grade E-4 and below, less than four years service, is authorized BAH for a period not to exceed two months from the first day of absence. Payment is to be paid to the dependent on whose behalf BAH was claimed prior to the commencement of the absence.

*C. Substantiation. NAVMC 11116: Miscellaneous Military Pay Order, and unit diary entry reporting the completion of active duty.

D. Commanding Officer’s Action

1. Prepare a diary entry reporting completion of active duty.

*2. Prepare a NAVMC 11116 with the following statement: "Credit BAH for the period (date) to (date). Member was UA, IHCA, IHFA, or confined by military authority at the request of foreign authorities for more than 29 consecutive days. Entitlement exists pursuant to “DoDFMR”, Vol. 7A, paragraph 260501. The primary dependent's name and mailing address is _____. " Forward the NAVMC 11116 to the MOBCOM Finance Officer, Reserve Pay.

E. MOBCOM Finance Officer, Reserve Pay Action. Upon receipt of the substantiating documents:

1. Verify the nonpay status, determine the amount of entitlement, and prepare an SF 1034: Public Voucher for Purchases and Services Other Than Personnel for payment to the primary dependent. Make sure that payment is for the actual number of lapsed days since the member's absence began.

2. Mail the check to the primary dependent, report the credit with TTC 694, SEQ 002 with the five-digit code 55285 and the payment with TTC 694, SEQ 003 with the five-digit code 56271 (see appendix F).

3. Forward a copy of the entry and the SF 1034 to the commanding officer.

160203. BAH Difference

A. Reference. “DoDFMR”, Vol. 7A, chapter 26, paragraph 260416.

B. General

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1. Members who on or after December 5, 1991, become entitled to BAH based solely on their payment of child support are entitled to BAH Difference (BAH-DIFF). If an SMCR member is on active duty living in single-type government quarters and the member's child support is greater than or equal to the difference between the BAH II at the with and without dependent rate, then the member is entitled to BAH-DIFF. If a member's child support is less than the difference between BAH II at the, with and without dependent rate, then the member is only entitled to BAH Partial (BAH-P).

*2. If an SMCR member is on active duty and entitled to BAH Without (W/O) Dependents and the member's child support is greater than or equal to the difference between BAH II at the with and without dependent rate, then the member is entitled to both BAH-DIFF and BAH W/O. If the member's child support is less than the difference between BAH II at the, with and without dependent rate, the member is only entitled to BAH W/O.

C. Substantiation. Unit diary entry.

D. Commanding Officer's Action. Report a diary entry to start member's BAH entitlement.

E. MOBCOM Finance Officer, Reserve Pay Action. To report a credit for BAH-DIFF, use TTC 694, SEQ 002 as appropriate (see appendix F). To report a checkage for BAH-DIFF, use TTC 694, SEQ 003 (see appendix F).

160204. Members Without Dependents On Active Duty With Pay

A. Reference. "DoDFMR", Vol. 7A, Chapter 26, paragraph 260201, and MCO P1751.3.

B. General. Members without dependents who are entitled to basic pay are entitled to BAH-P under the conditions contained in "DoDFMR", Vol. 7A, table 26-3.

C. Substantiation. Unit diary entry.

D. Commanding Officer's Action. Report a diary entry to generate a one-time credit for BAH-P.

*160205. Members In Receipt Of BAH W/O, Active Duty Spouse, On Active Duty With Pay

A. Reference. "DoDFMR", Vol. 7A, Chapter 26, table 26-4.

B. General. Refer to "DoDFMR", Vol. 7A, Chapter 26, table 26-4 for the rules in determining the entitlement to BAH when a spouse is an active member of the U.S. Armed Forces.

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C. Substantiation. Unit diary entry.

D. Commanding Officer's Action. Report a diary entry to generate a one-time credit.

*160206. Family-Type Quarters Assigned To Active Duty Spouse

A. Reference. "DoDFMR", Vol. 7A, Chapter 26, paragraphs 260302 and 260303.

B. Substantiation. NAVMC 11116: Miscellaneous Military Pay Order, unit diary reporting the completion of active duty.

C. Commanding Officer's Action. Prepare a NAVMC 11116: stating family type quarters are assigned to a member's active duty spouse and the number of active duty days a member is entitled to BAH. Prepare a diary reporting the completion of active duty and forward substantiating documents to the MOBCOM Finance Officer, Reserve Pay.

D. MOBCOM Finance Officer, Reserve Pay Action. Upon receipt of the substantiating documents:

1. Adequate Quarters Assigned to Spouse. Check the full amount of BAH credited for each day of active duty specified on the NAVMC 11116 using TTC 604, SEQ 002 (see appendix F).

2. Inadequate Quarters Assigned to Spouse. This is applicable only if the member's spouse is an active duty Army or Air Force member and the quarters are/were furnished by the Army or Air Force. (No adjustment is required when the full rental value is required to be deducted from the active duty spouse.) Verify credit of BAH at the with dependent or active duty spouse rate, compute the checkage at one-half the daily rental value for each day of active duty specified on the NAVMC 11116. (Monthly rental value is the fair rental value of the quarters not to exceed 75 percent of the with dependents BAH II rate of the member to whom the quarters are assigned. The daily rental value is obtained by dividing the monthly rental value by 30.)

160207. BAH For Members On Active Duty Without Pay

A. Reference. "DoDFMR", Vol. 7A, Chapter 57, paragraph 570502; MCO P1751.3.

B. General. A Reserve member ordered to active duty without pay is entitled to BAH at the same rates and under the same conditions as provided for a member without dependents on active duty with pay while performing duty at their permanent duty station (PDS). When performing

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duty at other than their PDS and government quarters are not available, the member is entitled to \$4.50 per day.

C. Substantiation. Unit diary entry.

D. Commanding Officer's Action. Prepare a diary entry reporting the completion of active duty and forward it along with the member's original orders to the MOBCOM Finance Officer, Reserve Pay.

E. MOBCOM Finance Officer, Reserve Pay Action. Upon receipt of the substantiating documents:

1. Determine the amount of the entitlement and report the credit with TTC 694, SEQ 002 (see appendix F).

2. Mail a copy of the entry and original orders to the commanding officer.

160208. Dependency Determination - Annual Review. Annual dependency determination reviews are conducted as required by MCO P1751.3.

1603 FAMILY SEPARATION ALLOWANCE AND COST-OF-LIVING ALLOWANCE

160301. Family Separation Allowance (FSA)

A. Reference. "DoDFMR", Vol. 7A, Chapter 57, paragraph 570503, and Chapter 27.

B. General. A reserve member ordered to repeated consecutive tours of active duty for periods of 30 days or less may be entitled to FSA when the cumulative total exceeds 30 days.

*160302. Cost-Of-Living Allowance (Barracks COLA)

A. Reference. JFTR, Vol. 1, paragraph U7150-H.

B. Substantiation. NAVMC 11116: Miscellaneous Military Pay Order and a unit diary reporting completion of active duty.

C. Commanders Action. Prepare a NAVMC 11116 showing the location of duty and the period of time and a diary reporting completion of active duty. Forward the NAVMC 11116 to the MOBCOM Finance Officer, Reserve Pay.

D. MOBCOM Finance Officer, Reserve Pay Action. Upon receipt of the substantiating documents:

1. Review the NAVMC 11116, compute the amount due for barracks cost-of-living allowance, and credit the MMPA using TTC 694, SEQ 002 (see appendix F, Table C).

2. Forward a copy of the NAVMC 11116 to the DFAS-N/KC.